



MONTANA STATE HOSPITAL POLICY AND PROCEDURE

RECORDS OF PERSONS ADMITTED ON EMERGENCY DETENTION OR COURT ORDERED DETENTION STATUS

Effective Date: September 1, 2002

Policy #: HI-13

Page 1 of 2

I. PURPOSE: To identify essential information to be entered into the medical record of persons admitted on emergency detention or court ordered detention commitment status.

II. POLICY: An Emergency Detention Summary or Court Ordered Detention Summary form must be completed for persons admitted to the hospital on Emergency/Court Ordered Detention status when they are not subsequently admitted for treatment. The psychiatric examination, nursing assessment, and history and physical are completed within the first 24 hours. It is not necessary to complete the usual battery of admission assessments and reports (e.g., social history, mental status, and discharge summary) for persons admitted on either of these two commitments. These reports and assessments will be completed if the person returns to the hospital on a different type of commitment.

Any necessary treatment prescribed by a physician to alleviate acute psychiatric medical symptoms may be administered to individuals admitted on Emergency/Court Ordered Detention commitments.

III. DEFINITIONS:

- A. Emergency Detention: A detention period in a mental health facility lasting from the day of admission until the next regular business day which follows an emergency evaluation by a professional person wherein the professional person determines the detainee is a danger to self or others because of a mental disorder and that an emergency situation exists. The local county attorney initiates emergency detentions.
- B. Court Ordered Detention: A detention period in a mental health facility occurring between the initial hearing for involuntary commitment and the commitment hearing that is ordered by a district court judge upon his/her finding at the initial hearing that detention of the respondent is necessary.

IV. RESPONSIBILITIES:

- A. The Director of Information Resources will ensure each medical record contains an Emergency Detention Summary or Court Ordered Detention Summary when appropriate.

RECORDS OF PERSONS ADMITTED ON EMERGENCY DETENTION STATUS

B. Social Workers will complete Emergency/Court Ordered Detention Summary reports for patients admitted on Emergency/Court Ordered Detention commitment status and who are not committed to Montana State Hospital per court order after evaluation.

V. PROCEDURE:

A. See attached Emergency Detention Summary form.

B. See attached Court Ordered Detention Summary form.

VI. REFERENCES: M.C.A. 53-21-129; M.C.A. 53-21-124; MSH Policy # AD-01, Admission Policy for Montana State Hospital dated May 15, 2001.

VII. COLLABORATED WITH: Psychiatrists, Social Workers, and Health Information Department

VIII. RESCISSIONS: # HI-13, *Records of Persons Admitted on Emergency Detention or Court Ordered Detention Status* dated June 29, 2001; HOPP # 13-01E.D. 102092, *Records of Persons Admitted on Emergency Detention Status* dated 10/20/92.

IX. DISTRIBUTION: All hospital policy manuals

X. REVIEW AND REISSUE DATE: September 2005

XI. FOLLOW-UP RESPONSIBILITY: Director of Information Resources

XII. ATTACHMENTS: Attachment A -- Emergency Detention Summary
Attachment B – Court Ordered Detention Summary

_____/_____/_____
Ed Amberg Date
Hospital Administrator

_____/_____/_____
 Billie Holmlund, RHIA Date
 Director of Information Resources

Emergency Detention Summary

Name:

Date of Admission:

Hospital No:

Date of Birth:

Referred By:

Reason for Admission:

Diagnostic Impression:

Disposition:

Social Worker, Unit

Court Ordered Detention Summary

Name:

Date of Admission:

Hospital No:

Date of Birth:

Referred By:

Reason for Admission:

Diagnostic Impression:

Disposition:

Social Worker, Unit